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Food Protection Program Policies, Procedures and Guidelines

Issue: Satellite Feeding and Food Manager Certification
105 CMR 590.003(A) Assignment*

No: RF 2-2

Effective October 1, 2000, food establishments must have a designated person in charge (PIC) during all hours of operation in accordance with Massachusetts regulation 105 CMR 590.000 - Minimum Sanitation Standards for Food Establishments - Chapter X. The PIC is responsible for ensuring that the food establishment is operating in compliance with the food code.

Certified Person in Charge (PIC)

With the exception of low risk food operations identified in 590.003(A)(3), food establishments will be required to have at least one full-time-equivalent PIC, who has been certified in food protection management effective October 1, 2001. When the "certified" PIC is not present, another employee must be designated as the PIC. Although the alternate PIC does not require certification, he or she must still be knowledgeable of code requirements and have the authority to initiate necessary corrective actions.

Exemptions

Satellite feeding locations, which receive either prepared meals for immediate service or pre-packed meals for home deliveries, are exempt from having a "certified" person-in-charge (PIC) in accordance with 590.003(A)(3)(d). Prepared meals may include either individually plated meals or bulk ready-to-eat food intended for individual consumption. The intent of this exemption is to avoid the burden of certification for low risk operations, which generally serve ready-to-eat food within two hours of receiving the food.

Date Issued: 5/18/01

Date Revised:

* Denotes critical item

Not Exempt

Certification is not exempt for satellite feeding operations when additional food handling steps are involved. Additional steps may pose greater risks thus requiring more oversight over food handling practices. Certification of a PIC is required if:

- food delivered to these locations must be further prepared (e.g. mixed with additional ingredients, reheated), or
- prepared meals are held longer than two hours prior to service, or
- the location is involved in the limited preparation of potentially hazardous foods, or
- food is repacked for delivery to the consumer.

Variance

Non-profit organizations, which depend primarily on volunteers or employ retirees to help prepare and/or serve food in the situations above, may request a certification exemption variance from the local board of health. The exemption should be based on the implementation of a state approved training curriculum for all volunteers that addresses risk control procedures (modified HACCP) for their operation.

An exemption from certification, whether allowed by law or granted by a variance, pertains only to certification. Such an exemption does not wave the requirement for a PIC to be assigned during all hours of operation.